



MOBIS

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

Federal Supply Group: 874

Contract Number: GS-10F-0214T

Contract Period: April 10, 2007 – April 09, 2017

Business Size: Large Non-profit Business

**Bridgepoint I, Suite 300
5918 West Courtyard Drive
Austin, Texas 78730-5036
Phone 512-329-6610
Fax 512-327-7159**

GSA Federal Supply Service

FSC Classes:	874-1, 874-7
Contract Number:	GS-10F-0214T
Contract Period:	April 10, 2007 – April 09, 2017
Contractor's Name:	TMF Health Quality Institute
Contractor's Address:	Bridgepoint I, Suite 300 5918 West Courtyard Drive Austin, Texas 78730-5036
Business Size:	Large Non-profit Business
Maximum Order:	\$1, 000,000.00
Minimum Order:	\$100.00
Geographic Coverage:	Domestic Only
Prompt Payment Terms:	Due Upon Receipt
F.O.B. Point:	Destination
Phone:	(512) 329-6610
Fax:	(512) 327-7159
Payment Address:	Bridgepoint I, Suite 300 5918 West Courtyard Drive Austin, Texas 78730-5036
DUNS:	03-093-4731
TIN:	52-1002260
SINs:	874-1 & 874-7
Registered in CCR Database:	Yes

CORPORATE OVERVIEW

TMF Health Quality Institute focuses on improving lives by improving the quality of health care through contracts with federal, state and local governments, as well as private organizations. For more than 40 years, TMF has helped health care providers and practitioners in a variety of settings improve care for their patients.

TMF was chartered in 1971 as a private, nonprofit organization of licensed physicians (MDs and DOs) to lead quality improvement and medical review efforts in Texas. Originally known as the Texas Medical Foundation, the company changed its name to TMF Health Quality Institute in 2005 to reflect the expansion of its work throughout the nation. In 2011, TMF acquired C2C Solutions, Inc., a Medicare Qualified Independent Contractor specializing in the adjudication of second-level Medicare appeals.

Since 1984, TMF has been the Medicare Quality Improvement Organization for Texas. In this role, TMF works with the Centers for Medicare & Medicaid Services to improve patient care through cooperative efforts with the health care community. In its current contract, TMF has been providing targeted technical assistance and engaging providers, stakeholders and patients in multiple Learning and Action Networks to encourage peer sharing, rapid testing of change ideas and spread of successful interventions. In 2001, TMF started performing on-site quality assurance activities for state Vaccines for Children programs and today conducts this work in Texas, Delaware, Arizona and Kansas. TMF began serving as a subcontractor to Texas' health information technology Regional Extension Centers in 2010, offering technical assistance and information on best practices to providers implementing electronic health records. Through these and other contracts with government and private clients, TMF is helping providers measurably improve the care patients receive.

TMF and its subsidiary C2C employ more than 400 people with licensure and expertise in a variety of areas, including physicians, nurses, clinicians, biostatisticians and other experts with a unique and comprehensive understanding of the health care system. TMF's board of trustees is comprised of 18 members—nine physicians elected from the TMF membership, two Medicare beneficiaries and seven business or health care professionals. Between quarterly board meetings, operations are overseen by an Executive Committee elected from the board. TMF's day-to-day operations are managed by its chief executive officer and senior management team, under direction of the board.

TMF conducts medical review activities under the auspices of its State Review Program Committee, composed of 14 board-certified physicians of various specialties selected from the TMF membership. Reviews are conducted by more than 125 board-certified, actively practicing physicians and other health care professionals (e.g., podiatrists, dentists, chiropractors) representing more than 60 specialties.

At TMF, ongoing monitoring and evaluation of processes and outcomes for quality assurance and quality improvement are part of the staff's daily routine. TMF strives to maintain quality assurance for activities conducted under any contract by performing continuous monitoring of turnaround times, timeliness of data and report submissions, error rates and other contract deliverables. TMF uses a dashboard system for monitoring key benchmarks for each contract. All of these activities serve to support our mission of making measurable improvements in the quality and delivery of health care.

INTEGRATED CONSULTING SERVICES

SIN 874-1

TMF offers a broad range of consulting services related to quality improvement, program development and education, utilization management and peer review process. TMF has been studying best practices in the health care industry from its inception in 1971. Drawing on this experience, we are ideally suited to share ideas and insights with clients in a manner that best meets their unique consulting, training or mentoring needs.

Our consulting expertise includes:

- Developing and implementing health care quality improvement projects
- Providing quality improvement consultation and technical assistance to providers
- Engaging health care providers, stakeholders and patients in Learning and Action Networks to lead rapid, large-scale change in health care quality
- Preparing health care providers for pay-for-performance initiatives
- Assessing workflow and redesigning care processes
- Measuring and reporting quality measures
- Identifying best practices and high-performing providers
- Transforming organizational culture
- Assessing patient safety culture
- Reducing health care disparities
- Providing health education and promotion
- Selecting, adopting and implementing health information technology and electronic health records
- Conducting peer review
- Conducting quality/utilization review
- Validating medical coding
- Developing data abstraction and assessment tools
- Conducting data analysis

INTEGRATED BUSINESS PROGRAM SUPPORT SERVICES SIN 874-7

TMF's experience in program management, program oversight, project management and program integration comes from a variety of contracts held with private and state and federal government entities. All work begins with a scope of work, which can vary from a brief, short-term contract for medical review of a specific patient population to a more complex health care quality improvement project requiring the development of more extensive interventions to achieve goals. In all cases, we work with the client to identify their objectives and desired outcomes and ensure there is common understanding of the desired time frames and deliverables.

Our approach is to assign a senior consultant to identify the client organization's needs and then develop a detailed written proposal to address those needs. The written proposal will outline the methodology to be used, the estimated hours required to complete the tasks, the qualifications of assigned consultants, and an estimated cost for the project.

LABOR CATEGORY DESCRIPTIONS

Medical director

Provide visible physician leadership and clinical expertise to help TMF succeed in its contract activities. Work closely with multiple TMF departments in support of TMF's quality improvement and medical peer review activities.

Minimum education/experience:

- Medical degree from an accredited medical or dental school
- 5 years experience in the delivery and management of medical or dental care

Physician consultant

Provide clinical expertise and knowledge to TMF staff in support of TMF's quality improvement and medical peer review activities.

Minimum education/experience:

- Medical degree from an accredited medical or dental school
- 5 years experience in the delivery and management of medical or dental care
- **Physician reviewers only:** Must be in active practice (at least 20 hours per week)
- **Physician reviewers (inpatient) only:** Must have active staff privileges in at least one hospital

Quality improvement executive

Assist the CEO to manage, plan, direct and coordinate, at the highest level of management, operations activities of the organization, to include quality improvement (QI), quality consulting, review and compliance and state and private contracts.

Minimum education/experience:

- Bachelor's degree from an accredited college or university with a major in health care administration, accounting, finance, business or other related discipline
- 10 years progressively responsible experience in business management or health care administration

Senior director

Provide direction of activities of local, state, and national cooperative projects and other activities related to health care quality improvement. Liaison with principal clinical coordinator and supervise non-physician staff who develop, monitor, and carry out improvement projects. Liaison with medical, hospital, and other state and local health care associations to promote quality improvement activities. Assure communication of improvement project activities to management staff, physician consultants, and outside agencies.

Minimum education/experience:

- Bachelor's degree from an accredited college or university with a major in business, nursing, public health or other related discipline **OR** current Registered Nurse (RN) certification with Texas license

- 7 years experience in business management or health care administration

Director

Draw on clinical knowledge and expertise in health care and performance improvement as well as business and operations principles to perform administrative and managerial functions related to contracts and project management.

Minimum education/experience:

- Bachelor's degree from an accredited college or university with a major in business, nursing, public health or other related discipline **OR** current Registered Nurse (RN) certification with Texas license **OR** current Registered Health Information Administrator (RHIA) certification from the American Health Information Management Association (AHIMA)
- 5 years experience in business management or health care administration

Project manager

Perform complex project management work. Work involves coordinating the planning and initiation of projects at various levels of completion; monitoring the progress and schedule of projects; and communicating with project stakeholders, management, and other relevant parties. May plan, assign, and/or supervises the work of others. Work under general supervision, with moderate latitude for the use of initiative and independent judgment.

Minimum education/experience:

- Bachelor's degree from an accredited college or university **OR** current Registered Nurse (RN) certification with Texas license **OR** current Registered Health Information Administrator (RHIA) certification from the American Health Information Management Association (AHIMA)
- 3 years experience in business management, health care administration or information systems

Senior health services consultant

Develop, procure, execute and manage short and long-term projects related to evaluation and promotion of health care services and performance improvement.

Minimum education/experience:

- Bachelor's degree from an accredited college or university with a major in health-related discipline or other related field **OR** current Registered Nurse (RN) certification with Texas license **OR** current Registered Health Information Administrator (RHIA) certification from the American Health Information Management Association (AHIMA)
- 7 years experience in a health care environment **OR** 5 years experience in a health care environment with a Master's degree from an accredited college or university with a major in health-related discipline

Health services/quality improvement consultant

Assist with development and execution of short term or long term projects related to evaluation of health care services and performance improvement. Provide technical assistance to administrative and clinical staff in project management.

Minimum education/experience:

- Associate's degree from an accredited college or university **OR** current Registered Nurse (RN) certification with Texas license **OR** current Registered Health Information Administrator (RHIA) certification from the American Health Information Management Association (AHIMA)
- 2 years experience in a health care environment

Senior health information technology (HIT) consultant

Supervise a team of HIT consultants and provide oversight of staff responsibilities. Provide visible, hands-on leadership and coordination of all HIT initiatives.

Minimum education/experience:

- Bachelor's degree from an accredited college or university **OR** current Registered Nurse (RN) certification with Texas license
- 5 years health care and electronic health records consulting, training or implementation experience

Health information technology (HIT) advisor

Understand and communicate an expertise of Electronic Health Record (EHR) vendor products, provide resources and support to physician practices by assisting these practices in selecting and adopting an appropriate EHR product that meets their expectations, resource availability and practice office structure. Support this endeavor by performing workflow analysis and redesign on selected physician office processes. Establish and manage relationships with vendors and physician offices and meet project objectives on a timely basis. Interact with customers to provide technical coordination and systems workflow advice during the implementation process and focus on optimizing EHR utilization, data capture, analysis and reporting to meet criteria for meaningful use.

Minimum education/experience:

- Bachelor's degree from an accredited college or university with a major in business, nursing, public health, technical or other related discipline
- 2 years experience selecting, implementing or optimizing Electronic Health Record software in hospital, office setting or vendor environment or relevant health care quality improvement or health information technology experience

Review coordinator

Responsible for medical record reviews in accordance with contractual guidelines. Coordinate with physician reviewers as needed. May assist program staff in the supervision, training and management of field reviewers.

Minimum education/experience:

- Current Registered Nurse (RN) certification with Texas license **OR** current Registered Health Information Administrator (RHIA) certification from the American Health Information Management Association (AHIMA)
- 2 years in a health care environment

Beneficiary relations/outreach specialist

Assist with the development of projects to improve the health-seeking behaviors of the beneficiary population, including interventions targeting both beneficiaries and health care providers.

Minimum education/experience:

- Associate's degree from an accredited college or university **OR** current Registered Nurse (RN) certification with Texas license
- 4 years community outreach experience involving health promotion

Senior communications specialist

Responsible for management and development of communication plans and strategies in support of health care quality improvement projects.

Minimum education/experience:

- Bachelor's degree from an accredited college or university with a major in communications, journalism, marketing or public relations
- 7 years experience in a professional communications environment holding positions of progressive responsibility

Communications specialist

Responsible for development of communication materials in support of health care quality improvement projects.

Minimum education/experience:

- Bachelor's degree from an accredited college or university with a major in English, communications, public relations, journalism, art, design, IT or related discipline
- 3 years communications or web-based graphic design or Web interface design experience

Senior health data analyst

Design and conduct analytic studies of health care services. Design and assist staff/management with projects that apply valid scientific techniques and use information obtained from baselines or historical data to structure efficient analysis. Interpret and present results of data analyses.

Minimum education/experience:

- Bachelor's degree from an accredited college or university with a major in statistics, business administration, economics, or a natural science
- 5 years experience analyzing health care data

Health data analyst

Apply statistical theory and methods to collect, organize, interpret, and summarize numerical and qualitative data to provide usable information. Perform routine to highly complex analytic tasks. Develop and interpret information that assists internal and external customers with quality improvement activities, decision-making, and program evaluation.

Minimum education/experience:

- Bachelor's degree from an accredited college or university with a major in statistics, economics, or a natural science and nine hours of graduate level courses in statistics *OR* Master's degree from an accredited college or university in statistics, economics, or a natural science
- 3 years experience analyzing data with a statistical software package (e.g., SAS, SPSS)

Senior project administrator

Manage and oversee the development of data abstraction process and design performance assessment tools in support of health care quality improvement projects. Analyze user needs and provide technical support; work with teams, management and operations with the aim of optimizing operational efficiency.

Minimum education/experience:

- Bachelor's degree from an accredited college or university
- 6 years experience developing and maintaining software and web applications

Project administrator

Develop data abstraction process and design performance assessment tools in support of health care quality improvement projects. Analyze user needs and provide technical support; work with teams, management and operations with the aim of optimizing operational efficiency.

Minimum education/experience:

- Bachelor's degree from an accredited college or university with a major in computer science or related discipline
- 2 years experience developing and maintaining software and web applications including SQL experience

Administrative assistant

Provide support to senior management and project teams. Perform a wide variety of tasks that require problem solving, research, tracking of documents, composing letters, developing tracking systems, contract processing, meeting and conference planning and general bookkeeping and administrative tasks.

Minimum education/experience:

- High school diploma

- 5 years administrative support to a senior level manager or executive

Departmental assistant

Perform duties requiring limited knowledge of office management systems and procedures. Clerical duties may be assigned in accordance with the office procedures of individual establishments and may include a combination of answering telephones, bookkeeping, typing, data entry or word processing, stenography, office machine operation, and filing. Check the accuracy of figures and data postings pertaining to business transactions submitted by other workers. Draft correspondence and schedule appointments. Perform data entry operations.

Minimum education/experience:

- High school diploma
- 3 years administrative support

Labor Category Prices

MOBIS Labor Rates

MOBIS labor rates for SIN 874-1 and 874-7 are detailed below. Rates are listed as “not to exceed” and are to be used when performing work requested as a straight hourly rate.

Labor Category	GSA Rates per Hour* (eff April 12, 2012 – April 11, 2013)
Medical director	\$ 256.74
Physician consultant	\$ 145.99
Quality improvement executive	\$ 205.77
Senior director	\$ 115.59
Director	\$ 98.74
Project manager	\$ 90.59
Senior health services consultant	\$ 84.81
Health services/quality improvement consultant	\$ 73.60
Senior health information technology (HIT) consultant	\$ 88.64
Health information technology (HIT) advisor	\$ 57.44
Review coordinator	\$ 71.33
Beneficiary relations/outreach specialist	\$ 70.26
Senior communications specialist	\$ 100.27
Communications specialist	\$ 56.73
Senior health data analyst	\$ 102.90
Health data analyst	\$ 77.23
Senior project administrator	\$ 102.01
Project administrator	\$ 76.60
Administrative assistant	\$ 54.09
Departmental assistant	\$ 40.14

*Rates include .75% Industrial Funding Fee

Service Contract Act (SCA)

SCA Eligible Contract Labor Category	SCA Equivalent Code – Title	WDNumber
Administrative Assistant	01012 Administrative Assistant	05-2503
Departmental Assistant	01113 General Clerk III	05-2503

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The Service Contract Act (SCA) is applicable to this contract and includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the matrix above. The prices offered are based on the

preponderance of where work is performed and should work be performed in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.